

Tonkawa Municipal Authority
May 16, 2023

The Tonkawa Municipal Authority Council of Tonkawa, Oklahoma held a regular meeting in Council Chambers located at 115 South 7th Street on the above referenced date. Chairman Stacy Burns, Vice Chairman Charles Conaghan, and Trustees Kenneth Smith, Reece Simpson, and Brandt Harris were present. Chairman Stacy Burns called the meeting to order.

The minutes from the April 18, 2023, regular meeting were reviewed and stand approved.

TMA Claims for April 2023 were reviewed.

Charles Conaghan made a motion to approve the TMA claims for April 2023.

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented the Fiscal Year Budget 2023-2024 for TMA

Charles Conaghan made a motion to Fiscal Year Budget 2023-2024 for TMA

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Chairman Stacy Burns presented TMA Resolution No 2023-05-02 Fiscal Year Budget 2023-2024. A Resolution of the Tonkawa Municipal Authority Adopting the Operating Budgets for Tonkawa Municipal Authority for the Fiscal Year 2023-2024.

Kenneth Smith made a motion to approve RESOLUTION 2023-05-02 adopting the Operating Budgets for Tonkawa Municipal Authority for Fiscal Year 2023-2024.

Charles Conaghan seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented: TMA Resolution 2023-05-03

A RESOLUTION OF THE CHAIRMAN AND TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY (“TMA”) AMENDING AND ESTABLISHING THE UTILITY RATE SCHEDULE FOR UTILITY CUSTOMERS.

Charles Conaghan made a motion to approve TMA Resolution 2023-05-03 establishing The Utility Rate Schedule.

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented: TMA RESOLUTION NO. 2023-05-04

A RESOLUTION OF THE CHAIRMAN AND TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY (“TMA”) AMENDING AND ESTABLISHING THE SOLID WASTE COLLECTION AND DISPOSAL RATES UTILITY CUSTOMERS.

Charles Conaghan made a motion to approve TMA RESOLUTION NO. 2023-05-04 establishing the Solid Waste Collection and Disposal Rates.

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented: RESOLUTION NO. 2023-05-05

A RESOLUTION OF THE CHAIRMAN AND BOARD OF TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY (TMA) AMENDING AND ESTABLISHING THE NATURAL GAS RATES FOR UTILITY CUSTOMERS.

Charles Conaghan made a motion to approve RESOLUTION NO. 2023-05-05 establishing The Natural Gas Rates.

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Chairman Stacy Burns presented Bid Proposal from ABT Solutions for the Annual Contract for Managed IT Services and Cyber Security for Fiscal Year 2023-2024 for the monthly total amount of \$8,000.00 with the City of Tonkawa and Tonkawa Municipal Authority.

Charles Conaghan made a motion to table ABT Solutions for the Annual Contract for Managed IT Services and Cyber Security for Fiscal Year 2023-2024.

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented Invoice No. 01254122.00-5 dated 05/01/2023 from Parkhill Smith in the amount of \$3,861.15 for Tonkawa Waterline River Crossing Waterline Improvements for approval.

Charles Conaghan made a motion to approve Invoice No. 01254122.00-5 dated 05/01/2023 from Parkhill Smith in the amount of \$3,861.15 for Tonkawa Waterline River Crossing Waterline Improvements.

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented the Virginia Transformer Invoice Number 70277 dated 3/22/2023 in the amount of \$89,847.70 for the 10% Retainage for the completion of the Substation Transformer for approval. The Transformer was tested on April 20, 2023.

Charles Conaghan made a motion to approve the Virginia Transformer Invoice Number 70277 dated 3/22/2023 in the amount of \$89,847.70 for the 10% Retainage for the completion of the Substation Transformer.

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Bryan Mitchell with Parkhill Engineering will give an update on the progress of the infrastructure Projects.

There are a number of activities that have a great impact. Short-term, Mid-term, and Long-term.

The Walking Trails Project – We had a ribbon cutting on the walkway. We have approved final payment to the contractor with the 5% retainage remaining, so the project will be done by the next meeting. That project has been a great success. Mareta Woodard will be here for the next meeting to complete the close out.

The Well Field project – We have submitted the project to DEQ for approval, we are ready to go to bid. We are not anticipating a bid delay on the permit, having wells for a raw water supply source to be treated is not a common practice in Oklahoma, so DEQ is taking time to permit. That is not a problem, it is just that in most towns, you have a well, you pull the water out and just drink it. You don't send it off to a combined treatment location with it under the influence of a nearby river. So DEQ is taking some time to permit the project. We will go to bid and as soon as we receive the permit for construction.

The 2022 CDBG Waterline Replacement Project – The contractor will be starting June 1st with construction. We gave them extra time to acquire the materials, which is a real challenge for construction companies are having these days. We have received all the submittals from the contractor.

The Waterline Replacement in the Chikaskia River Project We have been working with DEQ trying so that it would not need a permit. DEQ has made an official statement that it will be requiring a permit. They are requiring anything with drinking water going through it. We used to be able to get variances, but now they are requiring a permit for all projects.

The Master Services Agreement has been sent to the documentation office to our contract signer and we will have it back as soon as possible by the next council meeting. With the completion of the MSA, there have been a couple of items that maybe consider for task force. We had a meeting with ODOT a couple of weeks and we talked about their stage plan for the roadway improvements. The Waterline project that starts June 1st, we talked about what needs to be moved. But they want other locations to be moved, and they will pay for it. We will contract a task order to the City individually and it will be a direct pass through with a payment to the City to pay Parkhill.

Noel Clonts Public Works Director presented the Notice of Public Awareness plan for Public Officials for the Tonkawa Gas System.

Charles Conaghan made a motion to accept the Notice of Public Awareness plan for Public Officials for the Tonkawa Gas System.

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Manager Kirk Henderson presented a request for authorization to purchase a new Vac Machine in the amount of \$81,870.00 after trade in of \$19,500.00 for the old Vac Machine for approval.

Charles Conaghan made a motion to authorize the purchase of a new Vac Machine for \$81,870.00, after trade-in.

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Charles Conaghan, Kenneth Smith, Reece Simpson, and Brandt Harris.

Trust Attorney Lee Stout had nothing further

Trust Manager Kirk Henderson reported on the Electric Substation Project. Electricom had to change engineering firms and will submit new drawings. The Public Works Department put up the banners for this year's Tonkawa High School Seniors. Bryan Mitchell, Noel Clonts, and I attended the ODOT Meeting went over the project and talked moving utilities. They are making a list of requests and we need to move things and this will be reimbursed. We met with Bryan Palmer, the engineer, he had some questions for the I-35 and Hwy 60 road construction project. They have a big drainage project from Hubbard Road down to the river on both sides of I-35.

Being no further new business Chairman Stacy Burns adjourned the meeting

Nancy Skipper
Secretary

Stacy Burns
Chairman